

NOTICE OF INVITATION FOR BIDS (IFB)
(IFB No. 13-05)

BUILDING #10 - RENOVATIONS
CENTRAL VIRGINIA TRAINING CENTER
521 Colony Road – Madison Heights, Virginia
State Project Code: 720-17457-006

Sealed bids are invited for the construction of the Central Virginia Training Center Building #10 Renovations (State Project Code: 720-17457-006) located at 521 Colony Road, Madison Heights, VA. The project is generally described as the total renovation of an existing one-story building with basement, approximately 20,082 sf, to provide 24-hour care to intellectually disabled individuals. Scope of work includes interior demolition, window and door replacement, new interior partitions and finishes, and replacement of building systems including plumbing, mechanical and electrical systems.

Sealed bids will be received at Office of A&E Services, Department of Behavioral Health and Developmental Services (DBHDS), Jefferson Building - 1220 Bank Street – 7th Floor (Room 731), Richmond, Virginia 23219 or P.O. Box 1797, Richmond, Virginia 23218. **The deadline for submitting bids is 2:00 P.M. sharp, as determined by the Bid Officer, on Wednesday, July 31st, 2013.**

The bids will be opened publicly and read aloud beginning at **2:00 P.M., on Thursday August 1st, 2013** at the same location.

A Bid Bond is required.

eVA Vendor Registration: The bidder or offeror shall be a registered vendor in eVA.

Procedures for submitting a bid, claiming an error, withdrawal of bids and other pertinent information are contained in the Instructions to Bidders, which is part of the Invitation for Bids. Withdrawal due to error in bid shall be permitted in accord with Section 9 of the Instructions to Bidders and § 2.2 - 4330, Code of Virginia. The Owner reserves the right to reject any or all bids.

A Pre-Bid Conference will be held at **2:00 PM, local prevailing time on Wednesday, July 10th, 2013** at the Plan Room in Building #51 (Physical Plant Building), located on the Central Virginia Training Center Campus (521 Colony Road - Madison Heights, Virginia). Attendance shall be optional for those submitting a bid. A tour and inspection of the existing Building #10 will be conducted immediately following the Pre-Bid Conference.

The contract shall be awarded on a lump sum basis as follows: The Total Base Bid Amount including any properly submitted and received bid modifications plus such successive Additive Bid Items as the Owner in its discretion decides to award in the manner set forth in Paragraph 12 of the Instructions to Bidders. 'Notice of Award' or 'Notice of Intent to Award' will be posted on the bulletin board at DBHDS, Office of A&E Services and eVA.

Contractor registration in accordance with Section 54.1-1103 of the Code of Virginia, is required. See the Invitation for Bids for additional qualification requirements.

On Wednesday, June 26th, 2013 the Invitation for Bids for the above project, including the drawings and the specifications containing the information necessary for bidding, may be ordered from and will be distributed by the document printing company, Technical Reproduction and Supply Corp. (TRASCO), 128 West Kirk Ave., Roanoke, VA 24011; Phone (540) 345-1533; Fax (540) 345-4082. No Partial Sets will be provided.

PRINTING / SHIPPING / REFUND POLICY:

Purchase - Option “A”: (1) Hardcopy Set Only

Option “A” - Hard Copy Printing Costs: \$ 235.00 per Complete Set

- (1) Complete Hardcopy Full Size Set of Drawings
- (1) Complete Hardcopy Set of Specifications - Volumes 1 & 2
- Refer to Payment Instructions & Special Instructions Below

Option “A” - Shipping Cost: \$ 35.00 per complete set (via UPS Ground)

Purchase - Option “B”: (1) Hardcopy Set + (1) CD - Electronic Reference Only PDF Files

Option “B” - Hard Copy Printing + CD Costs: \$ 275.00 per Complete Set

- (1) Complete Hardcopy Full Size Set of Drawings
- (1) Complete Hardcopy Set of Specifications - Volumes 1 & 2
- (1) CD with “Reference Only” Electronic PDF files for Information Purposes Only
- Special Requirements for obtaining a CD of Electronic “Reference Only” PDF Files:
Bidders must review a “Delivery of Electronic Files” Release Form, as confirmation of the Bidder’s approval and agreement with the terms and conditions that apply for Delivery of Electronic Files.

Option “B” - Shipping Costs: \$ 35.00 per complete set (via UPS Ground)

Payment Instructions:

- *Hardcopy Drawings & Specifications: (1) check made payable to “RRMM Architects” for each complete set*
- *Request for Shipment: (1) check made payable to “Bizport” for each complete set*
- *Bidders must purchase “Option B” Package in order to receive CD with Electronic “Reference” PDF files*
- *Payment Policy: Bid Documents will not be distributed until receipt of payment in full*
- *Refund Policy: No refunds will be issued on purchased bid documents*

Special Instructions:

- *Hardcopies: Bid Documents must be purchased as “Complete Sets” (No Partial Sets)*
- *Final Request: Request & payment must be received at least four days prior to receiving bids.*
- *Addenda(s): Addenda(s) will be issued to all Bidders at no additional cost*

Copies of the Invitation for Bids documents, including the plans and the specifications, will also be available for inspection at the following locations:

- *Technical Reproduction and Supply Corp. (TRASCO) - Roanoke, VA (Online Plan Room)*
- *McGraw Hill Plan Room - Richmond, Virginia*
- *Greater Virginia Contractors Association - Richmond, Virginia*
- *Valley Construction News - Roanoke, Virginia*
- *Builder’s Exchange Association of Virginia - Richmond, Virginia*
- *RRMM Architects, PC - Main Office (1317 Executive Blvd – Suite 200 – Chesapeake, VA 23320)*

Owner: Department of Behavioral Health and Developmental Service (DBHDS)
Office of Architectural & Engineering Services

END OF INVITATION TO BID